

Chief, Management Staff

26 August 1954

Chief, Budget Division

**Increase in Personnel Ceiling for the Office of Communications**

**REFERENCE :** Memorandum on same subject dated 27 July 1954, addressed to the Deputy Director (Administration) from the Assistant Director for Communications

1. The reference memorandum requests that the personnel ceiling of the Office of Communications be increased by eight positions in order to allow for the permanent assignment of eight additional persons in the [REDACTED] Area.

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25X1A6a

2. It is understood eight TIX assignments were made in [REDACTED] of Headquarters and [REDACTED] personnel because of an operational emergency in that area. Since these operational requirements will now be on a continuing basis, the TIX personnel are being relieved by POS [REDACTED]. The reference memorandum indicates that assistance on a permanent basis cannot be furnished within the present personnel ceiling.

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25X1C4a

3. The positions requested include 2 GS-8 Commo-Technicians(Radio), 2 GS-7 Commo-Technicians (Radio) and 4 GS-7 Commo-Technicians (Crypt.). They will be deployed to insure 24 hours operations at [REDACTED] and the necessary expansion required at [REDACTED].

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4. Cost of the eight positions at the estimated [REDACTED] rates of \$12,000 each including administrative support, on an annual basis totals \$96,000.

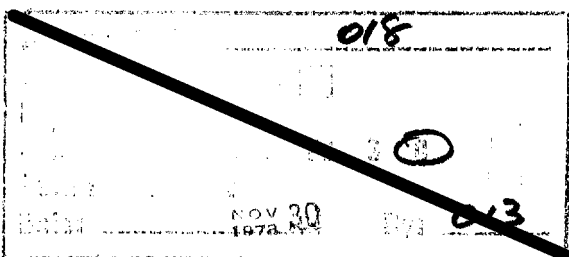
25X1C4a

5. The present personnel ceiling of the Office of Communications totals [REDACTED] positions. Pending in process is a request for increasing this ceiling by nine positions for the Signal Center. If both requests are approved, the overall ceiling will be raised to [REDACTED] positions.

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6. The subject request as well as the increase for the Signal Center were requested within the Office of Communications' operating budget for FY 1955 and both are included within its budget submission for FY 1956.



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7. The budgetary funds allowance for FY 1955 was based upon the current ceiling of [REDACTED] positions. However, the Office of Communications indicates to us that present allowances are adequate and additional funds for this purpose will not be requested.

25X9

8. As indicated above, the Office of Communications has indicated that they can absorb these increases in personal services by adjustments in other parts of their budget. It should be noted that 50% of the budget of the Office of Communications is for purposes other than personal services. Adjustments between various objects of expenditures in the operating budget are a normal budgetary process. It should be noted, however, that in view of the character in the budget of the Office of Communications and the amount of their budget for purposes other than personal services, they are in a preferred position in their ability to make adjustments of this kind as compared to other segments of the Agency (except the DD/P Area). In most other offices the same degree of flexibility is not possible within their individual budgets as is the case in the Office of Communications since a larger proportion of their budgets is made up of personal services in the first instance.

9. Unvouchered funds will be used to finance the subject request, if it is approved.

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ORIGINAL DOCUMENT MISSING PAGE(S):

Attachment TAB-C